4   output documents may be sent or received;

5   storing in electronic form at each service center a copy of each output document; and

6   repeatedly and automatically reviewing the content of output documents to identify content that
7   is repeatedly used and which can be replaced by a shorter access code, thereby reducing the
8   volume of unique data to to be added to the output documents.

1   25.   A method according to claim 24 wherein the reviewing step includes searching
2   through the stored information and selecting parts of documents which have been used more
3   than a preselected number of times as being content repeatedly used and identifying such
4   selected parts by an access code.

1   26.   A method according to claim 25 further including transmitting the resulting
2   output document with the resulting access code(s) which identify the repeated parts and the
3   unique data from an originating service center to a recipient service center.

1   27.   A method according to claim 24 further including:

2   providing at each service center a control computer, a client memory and means for producing
3   an output document from the client memory;

4   wherein the storing step comprises storing in the client memory data comprising parts of
5   documents to be generated in response to a request received from a client, generating and

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6   storing a document output of selected format and content and designating unique data; and

7   wherein the reviewing step includes reviewing the text of the output documents to identify

8   phrases repeatedly used by that client and which are not part of the stored data and adding the

9   access code to the data comprising parts of documents to be generated.

1   28.   A method according to claim 24 including the step of encrypting each output

2   document.

1   29.   A method for generating and disseminating information comprising the steps of:

2   establishing at least two client service centers each for the use of system users, the service

3   centers each including a computer and associated memory;

4   providing means of electronic communication between the service centers for sending and

5   receiving generated output documents and requests for documents between the service centers;

6   storing in the memory at each client service center data comprising parts of documents to be

7   compiled with additional data received from clients to form an output document;

8   reviewing automatically and in a learning mode the content of the output documents to identify

9   parts thereof that are repeatedly used amongst such documents;

10   generating automatically a storage access code uniquely associated with such identified

11   document parts and adding the identified document parts each with its uniquely associated

12   storage access code to the stored data comprising parts of documents to be compiled;

13   compiling and storing output documents of selected format and content and designated unique

14   data by substituting in response to requests from clients the storage access codes of the

15   document parts identified in and by document output compilation requests from clients; and

16   transmitting the output documents to a recipient service center thereby reducing unique data to

17   be added to output documents.

1   30.   A method for generating and disseminating information comprising the steps of:

2   establishing a plurality of client service centers for the use of local system users;

3   providing at each client service center means of communication between the client service

4   center and a plurality of client service centers for sending and receiving generated output

5   documents and requests for documents between the client service center and the plurality of

6   client service centers;

7   storing at each client service center a copy in electronic form of each output document; and

8   repeatedly and automatically reviewing the content of the output documents to identify content

9   that is repeated used and which can be stored and assigned a shorter storage access code which

10   can substitute this and future uses of the repeated content thereby progressively reducing the

11   size of transmitted and received output documents.

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1   31.   A method for generating and disseminating information comprising the steps of:

2   establishing a plurality of service centers at geographically separated locations;

3   providing at each service center a control computer, a functionally divisible computer client

4   memory, and means for producing a document output from the memory;

5   providing at each service center communication means for communication between the service

6   center and a plurality of clients;

7   storing in the client memory data comprising parts of documents to be generated;

8   in response to a request received from a client, generating a document output of selected

9   format and content and designated unique data and transmitting the document output to one or

10   more designated recipients; and

11   repeatedly and automatically reviewing the text of output documents stored for a client to

12   identify phrases repeatedly used by that client and which are not part of the stored data, and

13   adding the identified phrases to the data comprising parts of documents to be generated,

14   thereby reducing unique data to be added to output documents.

1   32.   A method according to claim 31 including assigning a portion of the client

2   memory to each of the plurality of clients.

1   33.   A method according to claim 31 including

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2   electronically interconnecting the service centers with each other for bidirectional

3   communication between each service center and each other service center.

1   34.   A method according to claim 31 including

2   establishing a storage access and compilation code having a recognizable format for

3   transmission by a client to a service center to request a document, the code being recognizable

4   by the control computer to identify the client, a document format and selectable items of

5   document content including items of unique data, whereby the control computer selects one or

6   more document components from the client's assigned memory portion, and assembles the

7   components to form the requested document.

1   35.   A method according to claim 31 including electronically transmitting the

2   document output to the recipient.

1   36.   A method according to claim 31 including transmitting a printed copy of the

2   document output to the recipient.

1   37.   A method according to claim 31 wherein the service center comprises facsimile

2   receiving and transmitting equipment.

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1   38.   A method according to claim 36 including transmitting the document output to

2   the recipient by facsimile transmission.

1   39.   A method according to claim 31 wherein the service center comprises printing

2   and mailing equipment.

1   40.   A method according to claim 31 wherein the step of generating includes adding

2   a date to the generated document identifying original date of transmission from the client.

1   41.   A method according to claim 31 including

2   electronically marking the generated document with preselected identifying information.

1   42.   A method according to claim 41 and including providing an electronically stored

2   copy of each transmitted document and identifying information to the client.

1   43.   A method according to claim 31 and including translating the requested

2   document into a selected language other than the language of the original request, and

3   transmitting the document or parts thereof in the selected language.

1   44.   A method according to claim 31 and including storing at the service center a

2   copy in electronic, computer-readable form of each output document for a client, and

3   providing to selected recipients output documents for said recipients in computer-readable

4   electronic form without regard to the form in which the output document is initially

5   transmitted to the recipient.

1   45.   A method according to claim 31 wherein the request received from a client can

2   be received in any one of a plurality of communication forms including facsimile and

3   electronic transmission, and wherein the step of transmitting the document output to a

4   designated recipient includes transmitting by a communication form selected for efficiency

5   without regard for the form of request transmission from the client to the service center.

1   46.   A method according to claim 31 including assigning a common portion of the

2   client memory to all clients, the common portion being available to any client, and storing in

3   the common portion phrases and sentences commonly usable by multiple clients.

1   47.   A method according to claim 31 wherein the client memory includes stored

2   graphic elements and the step of generating a document output includes compiling the

3   document from the graphic elements stored at the service center.

1   48.   A method according to claim 31 wherein the client memory includes stored

2   graphic elements and the step of generating includes transmitting selected codes from the client

3   to the service center for selecting and manipulating the stored elements to create and modify

4   graphical creations at the service center.

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1   49.   A method for controlling and tracking the dissemination of documents

2   comprising

3   providing a service center having communication means for communication between the
4   service center and a plurality of clients and between the service center and a plurality of
5   recipients of output documents generated for the clients,

6   storing at the service center a copy in electronic, computer-readable form of each output
7   document for a client, and

8   providing to selected recipients output documents for said recipients in computer-readable
9   electronic form without regard to the form in which the output document is initially
10   transmitted to the recipient.

1   50.   An apparatus for generating and disseminating information comprising

2   a plurality of service centers at geographically separated locations, each said service center
3   including

4   a control computer,

5   a functionally divisible client computer memory with portions thereof assigned to
6   clients, the client memory having stored therein data representing parts of documents to
7   be used repeatedly in documents generated,

8   means for compiling a document output from said memory using said stored data, and

9   communication means for communicating between said service center and a plurality of
10   clients and between said service center and a plurality of recipients;

11   said control computer, in response to a request received from a client, generating and storing
12   an output document of selected format and content using said stored data and any unique data
13   furnished by said client and transmitting the output document to one or more designated
14   recipients, and

15   repeatedly and automatically reviewing the text of output documents stored for a client to
16   identify phrases repeatedly used by that client and which are not part of the stored data, and
17   adding the identified phrases to the data comprising parts of documents to be generated,
18   thereby reducing unique data to be added to output documents.

1   51.   An apparatus according to claim 50 wherein said service center is
2   geographically significantly closer to said recipient than to said client.

1   52.   An apparatus according to claim 50 including

2   means at said service centers for storing documents available for sale, and

3   means for printing and dispensing said documents in response to receipt of payment.